

From: N.Biletnikoff@shell.com
To: [Rainey, Trent](#)
Cc: [Tekrony, Linda](#); [Vega, Jackie](#); [Morales, Javier](#); [Haas, Craig](#); [Jones, Jon](#); [Parker, Jennifer](#); [Williams, Cheryl B.](#); [Ogle, Kimberly](#); Kim.Ort@shell.com; Ada.Cuadrado@shell.com; Stephen.P.Williams@shell.com; Adam.Filby@shell.com
Subject: RE: Proposed Itinerary and Participants list
Date: Tuesday, August 04, 2015 4:54:14 PM
Attachments: [image001.png](#)

Trent,

Thank you for your correspondence.

The schedule and other information you have provided is very helpful and the list of PPE is indeed correct. We will also have additional PPE on hand, including gloves and hearing protection, should anyone require it. At this point, we are well on our way of gathering the information the inspection team has requested and it should be ready upon your arrival. I will forward the outline and schedule below to those directly involved in the inspection. Our goal is to ensure we are set up for a successful kickoff meeting and that your team has the necessary resources made available to them throughout the week.

I wish you and your team safe travels and I look forward to the opportunity to meet you and your team next week.

Sincerely,
Nate

Nathan Biletnikoff
Environmental Manager



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From: Rainey, Trent [<mailto:Rainey.Trent@epa.gov>]
Sent: Tuesday, August 04, 2015 3:00 PM
To: Biletnikoff, Nathaniel W SOPUS-DMW/43
Cc: Tekrony, Linda; Vega, Jackie; Morales, Javier; Haas, Craig; Jones, Jon; Parker, Jennifer; Williams, Cheryl B.; Ogle, Kimberly
Subject: Proposed Itinerary and Participants list

Nathan,

Below is a proposed itinerary for the inspection next week:

Monday, August 10 - Arrive at 8:30
Morning - Opening Conference, Safety Orientation, Plant Tour (walking or

driving)

Afternoon – Process description for each of the process areas

Closeout at approximately 4:00

Tuesday, August 11 - Reconvene at 8:00

Morning – Continue Process Description

Afternoon – Complete Process Description and begin breakout for 112r
and RCRA inspection focus areas

Closeout at approximately 4:00

Wednesday, August 12 - Friday August 14

Reconvene at 8:00

Complete 112r and RCRA inspection

Inspection closeout conference at time to be
determined.

We will adjust times and schedules as we go, according to availability and where we determine we need to focus. We will discuss the next day's planned activities at the closeout conference each day.

The following are the inspectors who I am currently expecting to be there:

Trent Rainey – NEIC

Linda Tekrony – NEIC

Jackie Vega – NEIC

Craig Haas – EPA Headquarters

ERG Consultant – Name to be provided

Javier Morales – Region 10

Jon Jones – Region 10

Jennifer Parker – Region 10

In addition, there may be additional inspectors from Region 10 and from the State of Washington. If I get additional information, I will provide it to you.

My understanding is that the required PPE will be hardhat, steel toe shoes, safety glasses, and flame resistant overalls. The NEIC inspectors will also have respirators if they are necessary. Please let me know if there are any additional items of safety equipment we will need. I understand we will also need government issued photo id (driver's license) to sign in to the facility.

Please forward this to anyone else who will be participating for Shell.

Please contact me if you have any questions or additional information.